

**Community Forest Advisory Board Meeting**  
**March 8, 2006**  
**11:45 a.m. – 1:15 p.m.**  
**City Administration Bldg. -12<sup>th</sup> Floor, Closed Session Room**

**Minutes (Revised 4/11/06)**

- 1) **Call to Order** at 11:53 a.m. without a quorum. A quorum was achieved at 11:55 a.m.
- 2) **Introductions** – *Members present included: Jon Becker, Mike Singleton, Jean Zagrodnik, Jolaine Harris, Mary Johnson, Tershia d'Elgin, Drew Potocki, Mona Favorite-Hill, Michael Marika, Luis Generoso, Velmo Watson, Mark Hosford, Maureen Hall. Guests included: Laura LiMandri, Allan Calderwood, Ruby Alejandria, Vicki Estrada, Guy Preuss, Kathy Evans-Calderwood.*
- 3) **Approval of the February Minutes** – *Approved as is.*
- 4) **Chair's Announcements and Update** – *Two letters are going out, a letter to the Mayor about assigning a new CFAB Chairperson and a letter to CA ReLeaf reference the bill support. Tershia made a motion, seconded by Mike Singleton, which passed unanimously, to sign the letter to support the bill and send it to CA ReLeaf. Staff will bring copies of both letters to the April Meeting.*
- 5) **Discussion Items**
  - a. **Tree protection Nominations** – *Drew Potocki – Nominations are coming in well. The computer section of Streets Division has come up with a way to track the protected trees via computer. How that will work is a developer has to come in with plans to city staff with an overlay showing all trees so staff can put that overlay up against our protected tree screen. All street trees will be on this screen with landmark trees having a different icon. The Board still needs to keep an eye on the removal list to make sure that protected trees don't fall through the cracks. Nominated trees are not on the screen until they are designated protected. The Board feels that 2 fields should be on the database: the protected trees with the reason for protection (historical, heritage etc.) and a second field for nominated trees, reviewed in field and whether they are rejected or approved. This computer program also will be given to DSD, but whoever uses it has to make sure that the layers are all turned on for it to work. The Board wants to know from Tony Gangitano how to require DSD to use Street Division's computer program. The Streets Division has to come up with a way to notify the customers who want trees protected the outcome of the protection request.*

*Streets Division is applying for a grant with the San Diego Foundation, together with People For Trees, for assistance with tree protection to ensure we get a lot of nominations on board as fast as possible. Drew would like to have a support letter from the Board to go along with this grant application. Instead of a letter maybe we should add to the proposal "The Board recently voted on March 8<sup>th</sup> to endorse the concept of the proposal to apply for a grant to the SD Foundation." That is a lot*

*easier to do. The Board agreed to this endorsement wording unanimously. Drew will bring the completed proposal package to the next meeting.*

*The Board asked Drew if there is a way to physically mark a protected tree. The answer is no. The Board asked if physically marking a protected tree can be added the grant application and the answer is no, in that this undertaking is expected to be cost prohibitive.*

*Remember – Street Removal Lists are sent to all Community Planning Groups, it is up to the chairpersons of that group to disperse them to their members.*

- b. Update on EarthDay, CFAB's possible involvement – Lisa Adams, SD Urban Corp – *Earth Fair is Sunday April 22<sup>nd</sup> and Urban Corp and the San Diego Regional Urban Forestry Council (SDRUFC) would like CFAB's help. Dan Carney came up with an elaborate plan for a tree community by turning a parking lot into an urban forest. This plan was just too elaborate to put together on such short notice and with little to no funding. Instead Urban Corp and SDRUFC would like to do an interactive booth. Some suggestions for the booth are a thermometer on the black top and under a tree showing the difference in heat, tree nominations, and a computer screen with the GIS trees. Anything else? Water Conservation will have a separate booth, as well as People For Trees. Lisa will work with Mona to put something together. Urban Corp will bring in some trees and volunteer staff. The Board requested an update at the April 12<sup>th</sup> meeting.*
- c. Presentation Content/Materials For CPC Presentations – Mona Favorite Hill – *Mona is on the list to get on the CPC agenda. The "100 Trees In San Diego" PowerPoint presentation is ready to go, and it will include an overall description of CFAB and the tree protection program. When Mona is assigned a presentation date, she will let the Board know so they can attend. The display equipment is all ready to go as well. Contract changes for the public information contract are back from the Attorney's Office and Mona is making requested revisions. Mike Singleton would like Mona to show the presentation to the Board next month so the Board can provide input.*
- d. Clarification On Tree Removal Guidelines For Streets And Open Space – Drew Potocki and Mike Marika

***Street Trees*** – *Drew passed out the tree removal procedure and timeline. Trees cannot be removed without a permit. There is a "tree fine fund" where that collects fines from trees that are knocked down by accidents, etc., for tree replacement. Each tree removal application is given a number. The private property owner can request only for trees to be removed on their own private property, not someone else's. Not everyone that applies will be approved. If the tree removal permit is approved there is a large orange placard that is sent to the property owner to put on the tree. Then the tree is placed on the Tree Removal List that is sent to the Council Offices and*

*Community Planning Groups and to the Board. Actual tree removal is 45 days after notification.*

*Any suggestions for additions to this process can be given to Drew Potocki. This procedure (referring to the handout given at the meeting) is now on the web, and is a public document.*

**Park Trees** – *Trees that pose a safety or hazard issue is decided on by the Park Arborist. Trees are also taken out due to habitat, vagrancy or construction issues. Mike Marika will bring a 1-page memo about how Parks removes trees to the next meeting.*

- e. *Funding Stream Status – SDG&E Tree Smart Program – Drew Potocki – Education on this topic is lacking. Landscape architects are still planting the wrong tree in the wrong place. SDG&E is funding stickers to be placed on grower's cans telling them not to plant trees under lines. 40% of lines are still above ground. 200 palms have already been taken out and 170 replanted with new trees. SDG&E is planting 37 new trees at Silvergate Elementary. SDG&E needs to step up their effort to get this info out. A suggestion was made to maybe hire Urban Corp for outreach. SDG&E needs to go to Community Planning Groups as well. Mike Singleton will email Maureen specifically what he is requesting and Maureen will forward it to Mark and Drew.*

**6) Quick Business – None**

**7) Reports – Items not already on agenda -**

- a. *Education & Outreach Committee – Send Mona any ideas for EarthFair. Email to [mfavoritehill@sandiego.gov](mailto:mfavoritehill@sandiego.gov).*
- b. *Planning Committee - None*
- c. *Implementation Committee - None*
- d. *Finance Committee - None*
- e. **Staff Reports**
  - i) *Michael Marika, Park and Recreation Dept. Arborist -None*
  - ii) *Drew Potocki, Street Division Urban Forester – Don't forget Arbor Day on March 15<sup>th</sup>.*
  - iii) *Velmo Watson, Code Compliance Officer - None*
  - iv) *Mona Favorite-Hill, General Services, Senior Public Information Officer - None*
  - v) *Tony Gangitano, Development Services Dept., Senior Planner - None*

vi) Luis Generoso, Staff Representative to CFAB - *None*

**8) Referrals to Committees – *None***

**9) Public Comment - *None***

**10) Next Regular Meeting – April 12, 2006, 11:45 a.m. – 1:15 p.m.**

**11) Adjourn - *1:18 p.m.***